

REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION

64

February 10, 2004

Continued for adoption from February 3, 2004

FROM: CAROL ANSELM, Assistant County Administrator
Human Services System

SUBJECT: CLASSIFICATION ACTION

RECOMMENDATION:

1. Establish the classification Health Officer, Exempt Group C. Establish salary for new classification as R93 (\$114,712 - \$146,806) as a Minute Order Amendment to the Salary Ordinance.
2. Delete position # 01702, Director of Public Health, Exempt Group B, \$146,497 annually, when vacant.
3. Delete the classification, Director of Public Health, when vacant.
4. Authorize the addition of one new position classified to Health Officer, Exempt Group C, R93 (\$114,712 - \$146,806).
5. Approve a technical title change for the classification, authorized position, and incumbent from Public Health Programs Administrator to Public Health Director with no change to compensation.

6. **Adopt Ordinance amending Ordinance 1904 by placing position # 79193, Health Officer, in the Unclassified Service**; ~~waive reading of entire text and continue to Tuesday, February 10, 2004 at 10:00 a.m. for adoption.~~

7. **Adopt Ordinance relating to the Health Officer**; ~~waive reading of entire text and continue to Tuesday, February 10, 2004 at 10:00 a.m. for adoption.~~

8. Direct the Clerk of the Board to amend the County Conflict of Interest Code List of Designated Employees for the Department of Public Health as follows:

Delete the classification of Director of Public Health, when vacant

Add the classification of Health Officer in Disclosure Category 1

Add the classification of Public Health Director in Disclosure Category 1

**APPROVED/ORDINANCES
CONTINUED TO TUE, 2/10/04 @ 10 A.M.**

**BOARD OF SUPERVISORS
COUNTY OF SAN BERNARDINO**

MOTION	<u>MOVE</u>	<u>AYE</u>	<u>AYE</u>	<u>SECOND</u>	<u>VACANT</u>
	1	2	3	4	5

J. RENEE BASTIAN, CLERK OF THE BOARD

BY _____

DATED: February 3, 2004

64

BACKGROUND INFORMATION: Pursuant to State law, the County must have a position that acts as Health Officer. The Health Officer is a physician appointed by the Board that enforces the public health regulations and determines public health policy for the County.

Recommendations 1–4 convert the current Director of Public Health classification, which currently acts as the Health Officer, to a new classification that emphasizes the medical responsibilities of the Health Officer classification. This change is consistent with the restructuring of the department's administration the Board initiated with the creation of the Public Health Programs Administrator classification on December 19, 2000.

Approval of recommendation 5 will allow a technical title change to the Public Health Programs Administrator classification to more accurately reflect its role as the director of the department, including oversight of the Health Officer position. This new title is consistent with the duties and responsibilities of the Public Health Programs Administrator classification.

Recommendations 6-8 amend the County Salary Ordinance and County Conflict of Interest Code List of designated Employees to represent the changes made in recommendations 1-5.

Fair Labor Standards Act (FLSA) Status of New Class: Exempt

REVIEW AND APPROVAL BY OTHERS: The proposed action has been reviewed by Human Resources (Linda Matthews, Classification Manager, 387-5904) on January 21, 2003; County Counsel (W. Andrew Hartzell, Chief Deputy County Counsel, 387-5470) on January 22, 2004; and the County Administrative Office (Carol Hughes, Administrative Analyst, 388-0211) on January 26, 2004.

FINANCIAL IMPACT: The department does not anticipate any additional cost as a result of this action. The department will pay for this position with savings from the Director position which will be vacant when the incumbent retires in March 2004.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item, concurs with the department's proposal, and recommends this action based on the need to appropriately classify the position of Health Officer and it results in no additional cost.

SUPERVISORIAL DISTRICT(S): All

PRESENTER: Carol Anselmi, Assistant County Administrator, Human Services System, 387-4764